| Part A | |
|---|---|
| **Data of the Institution** | |
| **1. Name of the Institution** | **MADHYA KAMRUP COLLEGE** |
| Name of the head of the Institution | **Dwipen Kaiborta** |
| Designation | **Principal(in-charge)** |
| Does the Institution function from own campus | **Yes** |
| Phone no/Alternate Phone no. | **03665283080** |
| Mobile no. | **8811803618** |
| Registered Email | **madhyakamrupcollege@gmail.com** |
| Alternate Email | **iqacmkc@gmail.com** |
| Address | **Subha, Chenga, Barpeta, Assam, PIN - 781305** |
| City/Town | **Chenga** |
| State/UT | **Assam** |
| Pincode | **781305** |

## 2. Institutional Status

| | |
|---|---|
| Affiliated / Constituent | **Affiliated** |
| Type of Institution | **Co-education** |
| Location | **Rural** |
| Financial Status | **state** |
| Name of the IQAC co-ordinator/Director | **Dr. Jonalee Patowary** |
| Phone no/Alternate Phone no. | **03665283080** |
| Mobile no. | **8811803618** |
| Registered Email | **madhyakamrupcollege@gmail.com** |
| Alternate Email | **iqacmkc@gmail.com** |

## 3. Website Address

| | |
|---|---|
| Web-link of the AQAR: (Previous Academic Year) | [https://www.mkcollege.ac.in/aq](https://www.mkcollege.ac.in/aq) |

## 4. Whether Academic Calendar prepared during the year

| | |
|---|---|
| **4. Whether Academic Calendar prepared during the year** | **Yes** |
| if yes,whether it is uploaded in the institutional website: Weblink : | [https://www.mkcollege.ac.in/ac/Academic%20Calendar%20(2019-20).pdf](https://www.mkcollege.ac.in/ac/Academic%20Calendar%20(2019-20).pdf) |

## 5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity | |
|---|---|---|---|---|---|
| | | | | Period From | Period To |
| **1** | **C++** | **66.00** | **2004** | **04-Nov-2004** | **03-Nov-2011** |
| **2** | **B** | **2.40** | **2016** | **16-Sep-2016** | **15-Sep-2021** |

## 6. Date of Establishment of IQAC

| | |
|---|---|
| **6. Date of Establishment of IQAC** | **15-May-2009** |

## 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|---|---|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| | | |

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| M.K.College | Girls Common Room | DHE | 2020 365 | 100000 |

[View File](#)

| | |
|---|---|
| **9. Whether composition of IQAC as per latest NAAC guidelines:** | **No** |
| Upload latest notification of formation of IQAC | **No Files Uploaded !!!** |
| **10. Number of IQAC meetings held during the year :** | **3** |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | **No** |
| Upload the minutes of meeting and action taken report | **No Files Uploaded !!!** |
| **11. Whether IQAC received funding from any of the funding agency to support its activities during the year?** | **No** |

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Collection of Feedbacks, especially from students, teachers and parents

Remedial classes for educationally backward students

Training classes for entry in services

Field Study/Study tour programme

Besides Unit Test, Class Test and Home Assignment for student evaluation, frequent holding of extracurricular activities among students

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

| Plan of Action | Achivements/Outcomes |
|---|---|
| Clean and Green campus | The College has made an attempt to keep the college campus clean and green with several plantation programmes. |
| Increase of sports facilities | Preparation has been made for purchasing new sports |
| Increase of Books and learning resources in library | A few books and learning resources have been procured in the central library |
| [View File](#) | |

| **14. Whether AQAR was placed before statutory body ?** | Yes |
|---|---|

| Name of Statutory Body | Meeting Date |
|---|---|
| Governing Body, Madhya Kamrup College | 06-Jan-2021 |

| **15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?** | No |
|---|---|
| **16. Whether institutional data submitted to AISHE:** | Yes |
| Year of Submission | 2021 |
| Date of Submission | 14-May-2021 |
| **17. Does the Institution have Management Information System ?** | Yes |
| If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words) | The institution has a website that provides all the necessary information about the college. Besides, necessary details are also disseminated to all the stakeholders through social media, SMS and Emails. |

# Part B

## CRITERION I – CURRICULAR ASPECTS

### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Madhya Kamrup College is an affiliated college of Gauhati University. Hence, it strictly adheres to the curriculum and academic calendar of Gauhati University. However, at the very beginning of the academic year, all the departments prepare lesson plans and leave no stone upturned to create a learner friendly atmosphere. The students' learning outcome is continuously evaluated. Recently,

| the introduction of CBCS course perplexed the students a lot. Therefore, a number of meetings were organized to make them aware of the structure as well as advantages of this course. |
| --- |

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entreprene urship | Skill Development |
| --- | --- | --- | --- | --- | --- |
| Nil | Nil | Nil | 00 | Nil | Nil |

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
| --- | --- | --- |
| Nill | Nil | Nill |
| No file uploaded. | | |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
| --- | --- | --- |
| BA | undergraduate course of humanities | 01/06/2019 |

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

| | Certificate | Diploma Course |
| --- | --- | --- |
| Number of Students | Nil | Nil |

## 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
| --- | --- | --- |
| Nil | Nill | Nill |
| No file uploaded. | | |

1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
| --- | --- | --- |
| Nill | Nil | Nill |
| No file uploaded. | | |

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| Students | Yes |
| --- | --- |
| Teachers | Yes |
| Employers | Nill |
| Alumni | Yes |
| Parents | Yes |

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

| Feedback Obtained |
| :--- |
| The feedbacks of students, teachers, parents and other stakeholders of any institution are of much importance to ensure its consistent improvement. IQAC of Madhya Kamrup College has been collecting feedbacks every year from students, parents and teachers as well. While collecting the feedbacks utmost confidentiality has been maintained. This allows the stakeholders to provide objective information. The feedbacks are collected in a questionnaire format and are solicited in both academic and nonacademic areas. IQAC analyses these feedbacks and prepare the roadmap for the next academic year. Moreover, feedback is collected from students to develop the teaching learning process. In case of any grievance, IQAC contacts the principal to set an enquiry and execute immediate action. Furthermore, the feedback on infrastructural facilities help the college administration to take important steps. |

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
| :---: | :---: | :---: | :---: | :---: |
| BA | Undergraduate hounours and regular | 750 | 490 | 490 |
| View File | | | | |

### 2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 2019 | 490 | Nill | 28 | Nill | Nill |

### 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 28 | 5 | 1 | Nill | 1 | Nill |
| View File of ICT Tools and resources | | | | | |
| No file uploaded. | | | | | |

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The faculties of Madhya Kamrup College serve as mentors to the students. As most of our students hail from uneducated families living in BPL category, they lack proper guidance at home. The teachers are their primary mentors in every aspect of their life. The faculties create a more learner centric environment and endeavors to help their positive requirements in every possible way. Teachers serving in the institution even help the students financially at critical junctures of their life.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|---|---|---|
| 490 | 28 | 1:18 |

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|---|---|---|---|---|
| 30 | 28 | 2 | 2 | 10 |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---|---|---|---|
| Nill | Nil | Nill | Nil |

**No file uploaded.**

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---|---|---|---|---|
| BA | UG | CBCS | 24/11/2020 | 24/11/2020 |
| View File |

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Madhya Kamrup College is guided by Gauhati University so far as the syllabi, examination and evaluation are concerned. The internal assessment scheme is as per university rules. As directed by the university, the 20 marks of each paper at the graduation level are awarded to the students on the basis of their overall performance including attendance in the semester. Usually, it is judged on the basis of written tests, presentations, assignments, interactions, oral tests etc. In this way, a continuous internal assessment system works throughout the session to examine the students' performance and growth.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Madhya Kamrup College sincerely follows the academic calendar of Gauhati University. However, an examination committee is formed to smoothly carry out the internal assessment of the students. This committee, under the supervision of the principal and the vice-principal, takes all the responsibilities to hold written tests, presentations, assignments, interactions, oral tests etc.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

**No Data Entered/Not Applicable !!!**

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|---|---|---|---|---|---|
| UG | BA | Major and General | 96 | 88 | 91.6 |

[View File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

**No Data Entered/Not Applicable !!!**

# CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

## 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---|---|---|---|---|
| Nill | 00 | Nil | 0 | 0 |

**No file uploaded.**

## 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|---|---|---|
| Nil | Nil | |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|---|---|---|---|---|
| Nil | Nil | Nil | Nill | Nil |

**No file uploaded.**

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsered By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|---|---|---|---|---|
| Nil | Nil | Nil | Nil | Nil | Nill |

**No file uploaded.**

## 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|---|---|---|
| 00 | 00 | 00 |

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|---|---|
| 00 | Nill |

3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---|---|---|---|
| Nill | 00 | Nill | 00 |
| No file uploaded. | | | |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|---|---|
| English | 1 |
| History | 5 |
| Assamese | 2 |
| Anthropology | 5 |
| View File | |

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|---|---|---|---|---|---|---|
| Nil | Nil | Nil | Nill | 0 | Nil | Nill |
| No file uploaded. | | | | | | |

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---|---|---|---|---|---|---|
| Nil | Nil | Nil | Nill | Nill | Nill | Nil |
| No file uploaded. | | | | | | |

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty | International | National | State | Local |
|---|---|---|---|---|
| Attended/Seminars/Workshops | 5 | 4 | 6 | 2 |
| Presented papers | 3 | 5 | Nill | Nill |
| Resource persons | Nill | 2 | Nill | Nill |
| View File | | | | |

## 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|---|---|---|
| Cleanliness Drive | NSS | 2 | 80 |
| View File | | | |

**3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year**

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---|---|---|---|
| Nil | Nil | Nil | Nill |

No file uploaded.

**3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year**

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activites | Number of students participated in such activites |
|---|---|---|---|---|
| Nil | Nil | Nil | Nill | Nill |

No file uploaded.

## 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity | Participant | Source of financial support | Duration |
|---|---|---|---|
| Nil | 00 | Nil | 00 |

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|---|---|---|---|---|---|
| NA | NA | NA | Nill | Nill | 00 |

No file uploaded.

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|---|---|---|---|
| NA | Nill | NA | Nill |

No file uploaded.

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|---|---|
| 300000 | 219900 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|---|---|

| Campus Area | Existing |
|---|---|
| Class rooms | Existing |
| Laboratories | Existing |
| Seminar Halls | Existing |
| Classrooms with LCD facilities | Existing |
| View File | |

## 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---|---|---|---|
| SOUL | Partially | 2.0 | 2016 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---|---|---|---|---|---|---|
| Text Books | 19315 | 1055144 | 255 | 17595 | 19570 | 1072739 |
| Reference Books | 9737 | 426199 | 570 | 53580 | 10307 | 479779 |
| e-Books | 40 | Nill | Nill | Nill | 40 | Nill |
| Journals | 12 | Nill | Nill | Nill | 12 | Nill |
| e-Journals | 15 | 34185 | 15 | 34185 | 30 | 68370 |
| Digital Database | 26100 | Nill | Nill | Nill | 26100 | Nill |
| Others(specify) | 6 | 10800 | Nill | Nill | 6 | 10800 |
| View File | | | | | | |

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---|---|---|---|
| Nil | Nil | Nil | Nill |
| No file uploaded. | | | |

## 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/ GBPS) | Others |
|---|---|---|---|---|---|---|---|---|---|
| Existing | 18 | 0 | 3 | 0 | 0 | 1 | 11 | 0 | 0 |
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Total | 18 | 0 | 3 | 0 | 0 | 1 | 11 | 0 | 0 |
|---|---|---|---|---|---|---|---|---|---|

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

**0 MBPS/ GBPS**

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|---|---|
| Nil | Nil |

## 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurredon maintenance of physical facilites |
|---|---|---|---|
| 3500000 | 3559477 | 300000 | 219900 |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

**Madhya Kamrup College allocates and utilizes funds for maintenance as well as purchase of infrastructure. Specific committees are endowed with responsibilities to put eyes on the infrastructure. Security guards are employed in order to monitor the campus at night. Besides, a number of CCTV cameras have been installed. Fire extinguishers are installed and are checked frequently. Water filters are installed to provide pure drinking water in the campus.**

www.mkcollege.ac.in

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|---|---|---|---|
| Financial Support from institution | NA | 0 | 0 |
| Financial Support from Other Sources | | | |
| a) National | Minority Scholarship | 53 | 178020 |
| b)International | NA | Nill | 0 |
| | View File | | |

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|---|---|---|
| Nil | Nill | Nill | Nil |
| No file uploaded. | | | |

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the

institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passedin the comp. exam | Number of studentsp placed |
|------|------|------|------|------|------|
| Nill | Nil | Nill | Nill | Nill | Nill |

| No file uploaded. |
|---|

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|------|------|------|
| Nill | Nill | Nill |

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|------|------|------|------|------|------|
| Nameof organizations visited | Number of students participated | Number of stduents placed | Nameof organizations visited | Number of students participated | Number of stduents placed |
| Nil | Nill | Nill | Nil | Nill | Nill |

| No file uploaded. |
|---|

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
|------|------|------|------|------|------|
| Nill | Nill | NA | NA | NA | NA |

| No file uploaded. |
|---|

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items | Number of students selected/ qualifying |
|------|------|
| Nill | Nill |

| No file uploaded. |
|---|

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity | Level | Number of Participants |
|------|------|------|
| Extempore speech competition | Institution level | 35 |
| literary competition | Institution level | 60 |
| Cultural competitions | Institution level | 75 |
| Essay writing competition on Gandhi | Institution level | 25 |
| Quiz competition | Institution level | 40 |
| Debate competition | Institution level | 80 |

| Sports Competition | Institution level | 200 |
|---|---|---|

View File

## 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|---|---|---|---|---|---|---|
| Nill | Nil | Nill | Nill | Nill | NA | NA |

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Madhya Kamrup College has a duly elected Students' Union. This body represents all the students and participates in academic as well as other developmental works.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

00

# CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

## 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college runs smoothly with a decentralized governing system. The principal is assisted by the active participation and assistance of all the teaching and non-teaching staff members in the matters of governance. Governing body is bestowed with power to accept and reject any proposal related to the development and smooth functioning of the college. Vice-principal shares the responsibilities of the principal and takes his/her charge in his/her absence. Besides, IQAC continuously works for ensuring the internal quality of the college. Moreover, all the departments function under the leadership of Head of the Departments (HoD). Special committees such as Building Committee, Examination Committee, Women Forum etc. assist in the management of the works in the institution. Furthermore, an elected Students' Union represents the students and actively participates in all the developmental works.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type | Details |
|---|---|
| Admission of Students | The admission to Degree courses are made on the basis of merit. Fair, transparent and merit based Admission process is maintained through the M.K. College Admission committee. The committee is dedicated to guide students and parents as regards the admission process including online filling up of university admission forms etc. |
| Industry Interaction / Collaboration | Situated in a rural college, it appears to be a bit difficult for the college to have suitable industry interaction/collaboration. Still, we are planning to have such interaction and collaboration in the field of tourism and industry in the near future. |
| Human Resource Management | The college has policies and process for Human Resource Management. M.K. College has a complete Human Resource Team that takes care of the recruitments, payrolls, appraisals and all Human Resource related issues in accordance with the Government and UGC guidelines. Human Resource team is also involved in providing several benefits to employees eg. the employees are honoured with award on completion of 10 years of service Excursions for staff are being organized by Human Resource team for inculcating sense of togetherness among staff members. Monetary loans are being provided to staff at the time of need. |
| Library, ICT and Physical Infrastructure / Instrumentation | The college is lagging behind in this aspect in comparison to other aspects. Most of the library works are done manually. However, the college is planning to introduce a Learning Management System (LMS) in the library in the times to come. The college has been being equipped with a considerable number of desktop computers, laptops, projectors, CCTV etc. |
| Research and Development | The college encourages the faculties to engage themselves in research activities. They are provided with leave for that. |
| Examination and Evaluation | The college follows the guidelines chalked out by Gauhati University so |

| | far as the examination and evaluation process is concerned. For the internal assessment, the overall performance of the students including their percentage of attendance is taken into consideration. An Examination Committee is formed to smoothly conduct the written tests, presentations, assignments, oral tests. |
|---|---|
| Teaching and Learning | The students are offered a learner centric environment. They are guided properly in the academic matters. Special remedial classes are organized on their demand. |
| Curriculum Development | As an affiliated college of Gauhati University, the syllabi prepared by the university are followed in the college. |

6.2.2 – Implementation of e-governance in areas of operations:

| E-governace area | Details |
|---|---|
| Finance and Accounts | Payments of staff salary to employees are made electronically. |
| Student Admission and Support | There is an Admission committee of M.K. College from which students get information about admission procedure, course fees, college facilities. |
| Examination | Internal Examinations are held at regular intervals for monitoring of learning process. |

## 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|---|---|---|---|---|
| Nill | Nil | Nil | Nil | Nill |
| No file uploaded. | | | | |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|---|---|---|---|---|---|---|
| Nill | Nil | Nil | Nill | Nill | Nill | Nill |
| No file uploaded. | | | | | | |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---|---|---|---|
| Refresher Course | 1 | 23/02/2019 | 15/03/2019 | 21 |
| Short Term Course | 1 | 15/11/2019 | 11/11/2020 | 7 |
| Orientation Course | 1 | 02/02/2020 | 08/02/2020 | 7 |
| No file uploaded. | | | | |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching | | Non-teaching | |
|---|---|---|---|
| Permanent | Full Time | Permanent | Full Time |
| 2 | Nill | Nill | Nill |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---|---|---|
| Nil | Nil | Nil |

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Governing Body looks after all the matters with maximum sincerity. The managing committees such as the GB, Examination Centre Committee, Audit Department of the state Government etc. monitor the effective and efficient use of available financial resources for the infrastructural and the process of development of the teaching learning process. The financial resources are used by the Secretary/Principal of the college as per the guidelines of funding agencies and General Financial Rules, Government of India, Ministry of Finance, and Department of Expenditure as well.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|---|---|---|
| Nil | 0 | NA |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

| 00 |
|---|

## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type | External | | Internal | |
|---|---|---|---|---|
|  | Yes/No | Agency | Yes/No | Authority |
| Academic | No | Nill | No | Nill |
| Administrative | Yes | Govt official | No | Nill |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

> The College does not have a specific and formal association of parents and teachers. However, parents and teachers maintain a healthy relationship. The parents are often notified about their children's progress in academic activities. IQAC collects feedback from parents every year. On the day of annual meet, the parents of successful students are felicitated.

### 6.5.3 – Development programmes for support staff (at least three)

> Although the college has not been holding any programme on development programmes for support staff, they are encouraged to attend workshops and training program conducted by competent authority outside the College. For that, they are provided with leave.

### 6.5.4 – Post Accreditation initiative(s) (mention at least three)

> Organized inter departmental tournaments in sports, Games, Cultural and literary time to time. Improvement of library facilities by adding more books and journals. Organized seminar/workshop etc.

### 6.5.5 – Internal Quality Assurance System Details

| | |
| --- | --- |
| a) Submission of Data for AISHE portal | Yes |
| b)Participation in NIRF | No |
| c)ISO certification | No |
| d)NBA or any other quality audit | No |

### 6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
| --- | --- | --- | --- | --- | --- |
| 2019 | IQAC Meeting | 03/06/2019 | 03/06/2019 | 03/06/2019 | 6 |
| 2019 | I.Q.A.C.Meeting | 01/10/2019 | 01/10/2019 | 01/10/2019 | 6 |
| 2020 | I.Q.A.C.Meeting | 16/03/2020 | 16/03/2020 | 16/03/2020 | 16 |
| 2020 | I.Q.A.C.Meeting | 03/04/2020 | 03/04/2020 | 03/04/2020 | 16 |
| View File | | | | | |

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme | Period from | Period To | Number of Participants | |
| --- | --- | --- | --- | --- |
| | | | Female | Male |
| Celebration of International women Day | 08/03/2020 | 08/03/2020 | 65 | 10 |

### 7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

| |
| --- |
| Percentage of power requirement of the University met by the renewable energy sources |

1) The college conducts green audit at its campus. 2) Environment consciousness is created through workshops, debate, field visits etc. 3) Green Club, Campus Development Committee and Tree Plantation Committee look after the matters related to environment consciousness. 4) Plantation (i) plantation of new plants in the part is a regular exercise set in motion by the nodal officer of environmental studies. For the awareness of the students and local people the college authority hangs the scientific name plates on every tree located in the whole campus. (ii) Students and teachers of the college join plantation programmes in the campus on various occasions. (iii) Some nature related voluntary organizations of this area, alumni association of the college and NGOs have also planted trees in the college campus on various occasions. (iv) In every year on the occasion of World Environment Day, the college fraternity organizes various programmes like meetings, road show etc. amongst the local people to make them aware of the environment. 5) Waste management programmes are done in the college to dispose the wastes effectively.

## 7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |

## 7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|---|---|---|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | | | | |
| No file uploaded. | | | | | | | |

## 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---|---|---|
| Teachers Day | 05/09/2020 | 05/09/2020 | 150 |
| Gandhi Jayanti | 02/10/2020 | 02/10/2020 | 120 |
| No file uploaded. | | | |

## 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

• NSS, Madhya Kamrup College, organizes a number of cleanliness drives and tree plantation drives in the college campus every year. • A plantation programme is always held at the beginning of any special event, felicitation programme etc. • LED bulbs have been used in the college campus in order to consume minimum energy. • Awareness programmes on importance of environment and sustainable development are often organized. • World Environment Day is always observed. This year, IQAC of Madhya Kamrup College has organized a plantation drive in the campus and its surrounding areas. Moreover, an essay competition and a poster competition emphasizing on the theme of "Air Pollution" have been organized among the students. • The use of paper bags and cloth bags in place of plastic bags is encouraged in the college campus.

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link Awareness programmes on Environment: Madhya Kamrup College holds a number of programmes to create environmental awareness among students as well as the people in surrounding areas. NSS, Madhya Kamrup College, organizes a number of cleanliness drives and tree plantation drives in the college campus every year. A plantation programme precedes any special event, felicitation programme etc. World Environment Day is always observed. This year, IQAC of Madhya Kamrup College has organized a plantation drive in the campus and its surrounding areas. Moreover, an essay competition and a poster competition emphasizing on the theme of "Air Pollution" have been organized among the students. The use of paper bags and cloth bags in place of plastic bags is encouraged in the college campus.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

## 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Madhya Kamrup College is the only institution of higher education of the Chenga-Bahari region and its surrounding char areas. Most of the students enrolled in this college hail from agriculture-based BPL families. Disseminating quality high education is the primary vision of the college. In order to accomplish this vision, the teachers emphasize in creating a learner centric environment. The students are mentored in a delicate manner. The teachers build such an atmosphere in the campus that the students feel free to share their problems with them. The students are given financial support. The library is able to fulfill their requirements to a large extent.

Provide the weblink of the institution

[www.mkcollege.ac.in](http://www.mkcollege.ac.in)

## 8.Future Plans of Actions for Next Academic Year

In the coming year we plan to expand the building area of our college with some new construction. Moreover, we are planning to go for some renovation works. Plan for Purchasing more books to the library. Development of laboratory. Attempt has been made to Establishment of language lab etc. by RUSA fund.